

Governor

## **BOARD OF CORRECTION**

"Protecting Idaho through Safety, Accountability, Partnerships And Opportunities for Offender Change"

Robin Sandy Chair Jay Nielsen Vice-Chair JR Van Tassel Secretary

## **Board of Correction Meeting Minutes**

January 6, 2011 – 1:00 – 1:38 p.m. MT Idaho Department of Correction 1299 N. Orchard St., Suite 110, Boise, ID 83706

## **Members Present:**

Robin Sandy, Chair JR Van Tassel, Secretary (Via Phone) Jay Nielsen, Vice-Chair (Via Phone)

Comprising a quorum of Board of Correction (Board)

## Others Present:

Brent Reinke, Director Kevin Kempf, Division Chief Operations Teresa Jones, Administrative Support Manager See attendance list Margie K. Casto, Administrative Assistant Tony Meatte, Division Chief, Management Services

- I. Call to order
  The meeting was called to order at 1:00 p.m.
- II. Welcome and introductionsChair Sandy welcomed everyone and introductions were made for the benefit of visitors.
- III. Budget FY 2012 Director Reinke and Chief Meatte
  - Director Reinke and Chief Meatte briefed the Board on key ways the Department plans to cut spending.
  - Secretary Van Tassel and Vice-Chair Nielsen expressed concern that the reorganization is not saving money.
  - ❖ Reinke, Meatte, and Kempf explained the short-term benefits as well as the potential long-term benefits from the reorganization. Kempf stated that other states have reorganized similarly. The restructure creates a seamless approach from prison to the community.
  - Reinke stated that he will revisit the reorganization at the end of FY13.
  - Discussion was held about purchasing from state contracts versus shopping for a lower price. Meatte explained that if the products/services are available from a state contract the Department is bound by the state contract. He also stated that the Department is being assessed 1½% for each state contract. Secretary Van Tassel suggested the Department buy locally if it would save money by doing
  - ❖ Reinke stated that staff the Department is exploring centralized purchasing. Oregon, for example, uses centralized purchasing, and is able to take bids for products/services. Meatte spoke about the opening of the Correctional Industries garment shop at Pocatello Women's Correctional Center. They are starting simple and will move up to making clothing. This will save a considerable amount of money.

- IV. Operations update Chief Kevin Kempf
  - ❖ Kempf has implemented weekly conference calls with the wardens. This is helping him to be more informed with regard to what is happening in the field, and receive the most updated and important information. This will transition into a monthly comstat. Chief Kempf, the wardens, and Human Resource Services, (HRS), are working together to develop the comstat meetings.
  - ❖ Kempf announced that statewide audits have begun. Those facilities that have been audited are receiving debrief feedback with regard to their audit. This is a great exercise in making sure the Departments mission statement is at the forefront.
  - ❖ Kempf spoke of a problem with one of the heating elements in a unit at Idaho State Correctional Institute. They immediately went into emergency preparedness due to the cold, and were able to take inmates that are housed in the unit and move them to the gym. The unit affected will be up and running by 8:00 a.m. on January 7, 2011, at which time inmates will be moved back. Chief Kempf stated that he was impressed with Warden Smith and how fast they put a plan into action to make sure the entire system was not disrupted by this event.
- V. Management Services update Chief Tony Meatte
  - Human Resource Services has been added to the division. Deputy Chief Sharon Lamm resigned. Once this position is filled he may make other organizational changes.
  - Meatte has been spending the last few weeks getting acquainted with functions in HRS to make sure the processes run efficiently.
- VI. Legislative team update Teresa Jones, Administrative Support Manager
  - Jones announced the following proposed legislation.
    - ♦ Rehabilitation
    - ♦ Peace Officer Status
    - ♦ Personnel
  - All are ready to go and will probably have hearings during the second week of the session through the Senate, Judiciary and Rules Committee and the House Judiciary, Rules, and Administration committee. We also have IDAPA rule changes, new fees, enhanced cost of supervision fee, and are looking at a fee for pre-sentence investigation reports. Preliminary drafts will be complete within the next couple of days to show the financial impact of these items. A meeting is scheduled next week to finalize these items.
- VII. Final Board discussion -
  - ❖ Reinke suggested the Board meet the first week in February near the time of the Joint Finance Appropriations Committee hearing. It was agreed that the Board would meet Friday, February 4, 2011, after the Joint Finance Appropriations Committee hearing.
- VIII. Adjourn

Secretary Van Tassel motioned to adjourn the meeting. Seconded by Vice-Chair Nielsen. Motion carried unanimously. Meeting adjourned at 1:38 p.m.

Submitted by:		
Margie K. Casto, Administrative Assistant	Date	
Approved by:		
Robin Sandy, Chair	Date	